



CITY OF DURHAM | NORTH CAROLINA

Date: December 2, 2014

To: Thomas J. Bonfield, City Manager

Through: W. Bowman "Bo" Ferguson, Deputy City Manager

From: Rhonda B. Parker, Director, Parks and Recreation

Subject: Lease of East Durham Recreation Center and Contract for Service with East Durham Children's Initiative

Executive Summary

In the fall of 2012 Durham Parks and Recreation (DPR) ended the provision of programs at East Durham Recreation Center, TA Grady Recreation Center and W.I. Patterson Recreation Center. DPR now only provides Summer Day Camp programming at the East Durham and W.I. Patterson facilities. The City entered into a three-year lease with the Durham Housing Authority for their use of the T.A. Grady facility in April 2014.

The initial tenant of the East Durham Recreation Center notified DPR of its intention to not renew the lease in May 2014. Staff issued a Request for Proposals for a new tenant in September 2014. The East Durham Children's Initiative proposal was selected by the committee. There was a second response received, however it was deemed incomplete.

This agreement with East Durham Children's Initiative (EDCI) will provide a half day, high quality preschool for 3-4 year old children. This program will meet Monday – Friday, from September through May. This program goal is to provide a means to ensure that children are prepared to enter Kindergarten ready to learn and having been exposed to a classroom setting. This program will also provide a family engagement component. The program will serve up to 48 children. Children participating in the program will be formally evaluated three times per year on individual development and readiness to begin Kindergarten.

Recommendation

The Administration recommends that City Council authorize the City Manager to execute the Lease for East Durham Recreation Center and Contract for Service with East Durham Children's Initiative.

Background

The East Durham Recreation Center located at 2615 Harvard Avenue is a small recreation facility. DPR has offered after school care, summer day camp and teen programming at this facility. In the past several years, attendance for programming during the traditional school year has reduced significantly. DPR ceased programming at East Durham Recreation Center after the close of the 2012 Summer Day Camp Program.

This unique agreement will offer beneficial programming at East Durham during the months

that DPR will not be offering programming at the site. It will also provide for the security and care of the City's asset during the traditional school year. During the summer months DPR will provide a Summer Day Camp program at the facility.

The City will continue to fund the utilities and costs associated with the security system for the facility. EDCI will not be charged a monthly rent in return for providing programming on behalf of the City at this facility. The Scope of Services attached to the agreement details the roles and responsibilities of EDCI and the City. Key points within the Scope of Services include:

- All fees charged to participants by EDCI will be reviewed by the Director of Parks and Recreation ("DPR"). EDCI will have in place a scholarship program to assist residents who cannot afford to pay.
- EDCI will assume custodial responsibilities for the facility, which will alleviate demand on the Facility Maintenance Operations division of the General Services Department during the months of September - May.
- EDCI must perform criminal background checks on staff and volunteers. EDCI must submit, in writing, the policy and procedures for criminal background checks.
- DPR will provide advertising space in one issue of its programming magazine *Play More!*
- EDCI will have two community meetings a year to inform the public about programming services and scholarships available. EDCI shall schedule these meetings and inform the Assistant Director early enough of these meeting dates so that the City can publicize them in "Play More" and other City publications and calendars.

At the end of May, EDCI will cease its regular programming so that the facility can be prepared for summer day camp programming. This agreement allows for four (4) annual renewals to be executed by the City Manager.

Issues/Analysis

DPR issued a Request for Proposals in September to offer this opportunity to service/programming organizations within our community. The proposal by EDCI was the only completed proposal received and was well received by the committee. The Administration believes that this agreement will insure that beneficial programming will continue to be offered on behalf of DPR at the East Durham Recreation Center. The collaborative nature of the agreement is beneficial to both parties and the residents of Durham.

Alternatives

The Council does not approve of this agreement and programming will only be offered at the East Durham Recreation Center during the summer months.

Financial Impact

There is no financial impact to the City with the execution of this agreement. The City will continue to pay for utilities and security of the facility throughout the year. This agreement will benefit residents by having activities available at the facility.

DBE Summary

The Department of Equal Opportunity/Equity Assurance has reviewed DPR's advertising and the proposal by EDCI and determined that both are in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

Attachments: Lease of Non-Residential Property and Contract for Service with East Durham Children's Initiative